

# **Exhibit 4**

## AFFIDAVIT OF SERVICE

Case: 22-A- 04544-11	Court: IN THE SUPERIOR COURT OF GWINNETT COUNTY STATE OF GEORGIA	County: Gwinnett	Job: 7154054
Plaintiff / Petitioner:	Defendant / Respondent:		
ELLIS REFINANCE PORTFOLIO, LLC,	NEWREZ, LLC D/B/A SHELLPOINT MORTGAGE SERVICING,		
Received by: FirstServ Process Servers, LLC	For: WilliamsTeusink, LLC		
To be served upon: NEWREZ, LLC D/B/A SHELLPOINT MORTGAGE SERVICING c/o Corporation Service Company its registered agent			

Personally appeared before me, the undersigned officer duly authorized to administer oaths, Affiant, who, first being duly sworn, on oath deposes and states that he/she is a citizen of the United States and 18 years of age or older and is a party having no interest in this case. Affiant further states that the following information is true and correct and based on my personal knowledge:

**Recipient Name / Address:** Alisha Smith as authorized recipient for NEWREZ, LLC D/B/A SHELLPOINT MORTGAGE SERVICING c/o Corporation Service Company its registered agent, 2 Sun Ct NW, Norcross, GA 30092

**Manner of Service:** Corporation, Jun 1, 2022, 1:50 pm EDT

**Documents:** SUMMONS and VERIFIED COMPLAINT

**Additional Comments:**

1) Successful Attempt: Jun 1, 2022, 1:50 pm EDT at 2 Sun Ct NW, Norcross, GA 30092 received by Alisha Smith as authorized recipient for NEWREZ, LLC D/B/A SHELLPOINT MORTGAGE SERVICING c/o Corporation Service Company its registered agent. Age: 45; Ethnicity: African American; Gender: Female; Weight: 180; Height: 5'9"; Hair: Brown; Relationship: Process Specialist ;

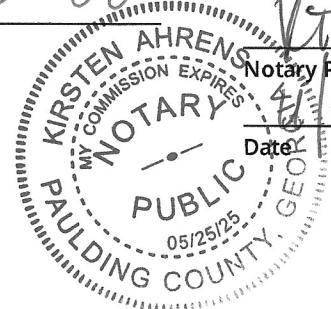
6-2-22

Date

*Subscribed and sworn to before me by the affiant who is personally known to me.*

Eric West

FirstServ Process Servers, LLC  
3292 Chesapeake Trl SE  
Smyrna, GA 30082  
404-216-2466



Commission Expires

IN THE SUPERIOR COURT OF GWINNETT COUNTY  
STATE OF GEORGIA

ELLIS REFINANCE PORTFOLIO, LLC

Plaintiff,  
v.  
NEWREZ, LLC d/b/a SHELLPOINT  
MORTGAGE SERVICING,  
Defendant.

CIVIL ACTION FILE  
NO. 22-A-04544-11

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**ORDER APPOINTING SPECIAL PROCESS SERVER**

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This matter came before the Court on Plaintiff's *Motion to Appoint Special Process Server* (the "Motion"), requesting that this Court appoint Eric West of FirstServ Process Servers, LLC as special process server pursuant to O.C.G.A. § 9-11-4(c). Having reviewed the Motion, this Court HEREBY GRANTS the Motion and HEREBY APPOINTS Eric West as special process server in this action. IT IS FURTHER ORDERED THAT Eric West is authorized to serve Defendant NewRez, LLC d/b/a Shellpoint Mortgage Servicing with the *Verified Complaint* and *Summons* in this action.

SO ORDERED this 31<sup>st</sup> day of May, 2022.

  
Judge Angela Duncan,  
Superior Court of Gwinnett County

Prepared and Submitted by:

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*Counsel for Ellis Refinance Portfolio, LLC*